

## ***Listing of Town Hall Questions and Answers***

**Q: Which Projects are to be determined for review, how will this affect the size of the team?**

*A: RTID Website has the Project List as of October 2003. This will be pretty close to the final list. Some projects may drop off, such as the completion of the light rail, which will be under a separate Sound Transit planning process. Your team must be sized and capable of addressing all the RTID projects.*

**Q: Regarding the Subject Matter Experts (SMEs), how does this work, what's the process, what do you expect?**

*A: In the SOQ, it's indicated that 2/3 of the experts can come from the consultant team but 1/3 must be external. They should have the capability to understand and evaluate both the CEVP® methodology and assist with the evaluation of the estimates within their area of specialization.*

**Q: What is the capability requirements for the SME's (related to project management, design, construction, etc.) – How will this figure in to the process?**

*A: They should be (collectively) able to cover the expertise necessary to evaluate the estimates and understand the context, and cost implications, of planning, design, bidding and construction of these projects.*

**Q: If a firm is involved with the design of one of the RTID projects, will this preclude from bidding?**

*A: You must demonstrate sufficient independence to satisfy the selection committee. It's possible that if you construct a suitable and acceptable "firewall" you can qualify. The determination is up to the selection committee.*

**Q: If you build a team and work on this particular project, how will this affect our firms with regard to in future project work on these projects?**

*A: If the work you do results in a benefit to you from future projects you will probably be precluded from those specific future projects. However, you must be in a position to influence such work for you benefit. For this Cost Review task, you are reviewing and evaluating the cost estimating work of others – as such, it's conceivable that you could influence the result to your future benefit. However, your work and report, will be closely administered by WSDOT and coordinated with RTID, so we consider this future exclusion to be a very low probability and then only for exceptional circumstances. For the purpose of this procurement, we believe that this is not a factor.*

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**Q: There is reference to a “Best practices document or report” - can this made available.**

*A: You are referring to the National Cooperative Highway Research Program, NCHRP Synthesis Report, “Best Practices and Guidelines for Project Cost Estimating, A Synthesis of Highway Practice”, Principal Author Cliff J. Schexnayder, Ph.D., P.E. We will check if it is still in draft form or if it has been published.*

**Q: What’s the content of the report?**

*A: (John) A review of the cost estimating practices of all 50 US State Highway Agencies. It was noted that WSDOT was only the one doing something specific about the cost-estimating program*

**Q: This task is to evaluate the RTID cost estimates; but there is other wording listed in the legislative mandate.**

*A: The reference is to the wording “maximizing RTID funds”, ...”ensuring that projects are managed...” This is not part of this task. The task is to evaluate the cost estimates & methodologies only.*

**Q: Will this project be concerned with timing of funds?**

*A: The RTID schedule and cash flow requirements will affect evaluation of the estimates. If CEVP® or CRA is used for an estimate, the cost and schedule ranges will reflect timing.*

**Q: Some of the Legislature’s 2- 6- year plan require that cost estimates related to bonds be documented by certified engineers what sort of certification and documentation will be necessary here?**

*A: Certified cost engineers are desirable but are not absolutely necessary for this task if the task personnel’s qualifications and experience is satisfactory to the selection committee.*

**Q: What are the Consultant’s duties, once the cost estimate review information is turned in? What follow-up is needed on the public outreach? Will experts be needed?**

*A: RTID will do public outreach, but the data turned in needs to be in a format such that it is easy to understand for the public outreach piece. The Communication experts will be those contracted to RTID.*

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**Q: Some projects have gone through CEVP. Would we be doing another CEVP on those projects?**

*A: It depends on your assessment. It should probably be an update if the previous CeVP® assessment is no longer valid. The CEVP is based on a snapshot in time so as circumstances change, it may need to be updated.*

**Q: If work has been done for Sound Transit, will this be a conflict of interest? For example, I have worked as an independent auditor of the whole (Sound Transit) process.**

*A: You need to demonstrate your independence, in your submittal, for all RTID projects.*

**Q: How many RTID projects will need to be evaluated by the first milestone?**

*A: Perhaps 15-20 of the total 100 projects would be a reasonable expectation. Part of your job is to quickly look at all the projects, group and prioritize them in terms of the needs of RTID and the goals of this task and indicate which ones should be evaluated by the first milestone.*

**Q: How much in resources will be required in the first three months?**

*A: A substantial amount.*

**Q: There is reference to \$1.5 M initially and potentially \$1 M more later on. Is this just the tip of the iceberg? That is, will there be continued follow-on work?**

*A: The first \$1.5 M is budgeted for work through November. The additional \$1 M will be authorized if necessary to continue the work on a piecemeal basis.*

**Q: Do you expect all the resources to be local?**

*A: We expect national and possibly, international firms to be involved. They will need to follow the Travel and FARS guidelines. It should be kept in mind that we are a government agency. Initial phase of the selection process is not based on cost. Only in the negotiation phase does that become a factor.*

*Most of the staff will probably need to be from this area. Some specialists and SMEs will probably be external to this area*

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*Some parts of the work can be done elsewhere. You should tell us what your plan for the work will be.*

### **Q: How responsive to requests for information?**

*A: WSDOT is very responsive. There are local agency staff here that can answer this.*

*(Snohomish County representative) In Snohomish County the RTID list is made up largely of state routes. The county arterials are about 10%. We are really responsive, we can provide room, space & staff. We do have to rely on state staff, but we have a very good working relationship with them and get info very quickly. Not all the projects have been estimated (because of budget constraints).*

*(King County representative) In King County, there are significantly more projects than in Pierce or Snohomish. Responsiveness is only a problem where it involves cities that have small budgets and may not be very complete on the design work of their projects.*

### **Q: Is this an attempt to go through each and every project?**

*A: This will depend on what the consultants find regarding the level and completeness of the current estimates.*

### **Q: After consultants have evaluated the RTID project list, will the projects have to go through the CEVP process?**

*A: Not all the projects will necessarily need to go through CEVP. Other methodologies might be used for smaller projects. All estimates need to be evaluated.*

### **Q: Will we need to review the project estimates on a Line-by-line basis?**

*A: This will depend on your evaluation of the estimate. It will be necessary in most cases to review the line items in the estimate.*

### **Q: At some point does RTID/WSDOT own the schedule - because estimating risk is affected by this? Is this tied to cash flow projections?**

*A: Yes.*

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**Q: Will this contract go forward if there is only one or two bidders?**

*A: Yes, if one is sufficiently qualified.*

**Q: Can the same SMEs/sub-consultants appear on different primes SOQ's?**

*A: Yes*

**Q: Are performance evaluations expected for primes and subs?**

*A: We are requiring references, which should be updated and verified, because we will be calling them. Yes, for both primes and subs.*

**Q: Is this an on-going contract—year after year?**

*A: No. It's a one time look at the current RTID project list. The target date for the initial and final deliverables may shift based on when the vote will be taken (that is, if the vote is moved back from November 2004.*

**Q: Are the current project estimates all done by WSDOT?**

*A: No, some are done by consultants, and some by other agencies or their consultants.*

**Q: What type of contract format will this be?**

*A: It will be as described in the boilerplates. If you have any questions check the website and you can call me. Regarding submittal time, when it says 5:00 pm is the closing time for the submittals that is strict because that is when the doors close. Any submittals after this time on will be rejected.*

### **Questions submitted after the Pre-submittal meeting.**

**Q: If a subcontractor plans to provide SME services for our upcoming proposal, will that exclude them from future design work on these same projects?**

*A: [Dilley, Doyle] No- they would not be excluded from submitting proposals or participating in that work specifically for having participated in the SME process.*

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**Q: Will a sub that provides estimators or SME services be excluded from future construction work on these same projects?**

*A: [Dilley, Doyle] Estimation services in support of a project is significantly different than providing SME services under the current request for SOQ. Certain firms that derive intimate knowledge of a project from work in support of the design effort, up to and including letting for Design-Build Contract, will be precluded from participation in the D-B team for that project. They are not necessarily precluded from other D-B or DBB projects.*

**Q: Is the plan that the services consultant for this project use his own field offices, or is there a possibility that RTID spaces will be made available?**

*A: [Dilley, Doyle] Potentially both, depending on the level of effort deemed necessary for a particular process. It is anticipated that much of the effort would be in locations locally. The Prime may be asked to make the arrangements for local facilities. Under those circumstances the costs would be reimbursed through the contract. Factors such as the tight schedule can affect this.*